

**Office of Science (SC) Information Management (IM) Board  
Meeting Summary  
November 18, 2003**

**Agenda**

- 10:00 - 10:10 Introduction (Griffin)  
     - Review agenda  
     - Review action items  
 10:10 - 10:30 SC41 Report (Griffin)  
     - SC HQ IM Services and Projects  
 10:30 - 11:00 SC40 Report (Polansky)  
     - OneSC/IT  
     - Role of IM Board  
 11:00 - 11:30 Special Reports  
     - Security Report (Lister)  
     - CIAG Report (Oyler)

**Meeting Attendees**

Name		Role	Organization	Contact #	Attendance
Griffin	Ted	Exec. Sec.	SC-41	3-4602	Local
Riches	Mike	Vice-Chair	SC-70	3-3264	Local
Miller	Caryle	Member (for John Yates)	SC-82	3-8435	Local
Vann	Larry	Ex-officio Member (for Terri Morgan)	CH	630-252-2018	Phone
Oyler	Dean	Member	SC-20	3-6394	Local
Talamini	Karen	Member	SC-10	3-4563	Local
Hicks	Erskine	Ex-officio Member	ORO	865-576-1113	Phone
Koegel	David	Member	SC-7	6-8831	Phone
Battison	Charlene	Attendee	ORO	865-576-0633	Phone
Tulo	Steve	Attendee	SC-41	NA	Local
Forsythe	Todd	Attendee	SC-41	3-6409	Local
Centeno	Kathi	Attendee	SC-41	3-5472	Local

**Meeting Summary**

**Review Agenda and Action Items**

Previous Actions	Responsibility	Status
Schedule IM Board role for discussion in next meeting.	Griffin	Complete
Actions from 11/18/03 Meeting		
Schedule IM Board role for discussion in next meeting.	Griffin	

**SC41 Report**

Ted Griffin summarized the status of all services and products for FY04. No issues or significant questions came up.

**SC40 Report**

Walt Polansky was not present; therefore, the Board decided to postpone this report until the next meeting.

**Special Reports**

Susan Lister was not present to give a security report. Dean Oyler, the chair of the CIAG, had nothing to report.